ACTi NVR 3.0

User's Manual

Version 3.0.01

2012/07/23

ACTi
Connecting Vision

About This Manual

Target Audience

This manual is intended for **End Users** who actually execute security tasks such as monitoring activities, patrolling secured zones, searching video data and managing alarms with use of NVR surveillance system. The reader is expected to own not only the basic operation skills but permissions to access major functionalities, as the access rights are based upon different user roles defined by the **System Administrators**.

You may also check video management system section on ACTi corporate website:
http://www.acti.com/product/detail/Video_Management_System/NVR_V3
for updates or release information about this software and this document.

Content Overview

This manual provides information needed for monitoring the whole system and playback recordings. Its content consists of the following sections:

- **Login** provides instructions on how to log in to NVR server system as different clients.
- **NVR User Interface Overview** gives you a glance of the user interface components and module functions.
- **Live View** introduces the methods to add your desired channels and arrange your customized live view layout on live view screen.
- **Monitoring** provides guidance on how to read the system alerts and status, do live view PTZ operations, take a snapshot and execute manual recording.
- **Playback** gives instructions on how to perform synchronized playback and export files from NVR server system.

Related Documentation

Since this manual focuses on operation instructions for live view operations, playback, search video and export files from NVR server, there is very limited information about system installation and configurations for **System Administrator**. **System Administrators** and **End Users** who would like to obtain the instructions on NVR system setup, please acquire the ACTi NVR 3.0 Administrator's Manual from ACTi Corporation website via http://www.acti.com/product/detail/Video_Management_System/NVR_V3

Technical Support

For technical support or feedback, please contact our engineers via our **Customer Help Desk** platform http://www.acti.com/CHD

Conventions Used in This Manual

The following are typographic conventions used in this manual:

- **Bold**: Bold typeface is used for a keyword, major functions of NVR, or a title of a section/column.
- *Italic*: Italic typeface is used for a filename or location path.
- Underlined: Underlined typeface is used for a document name or hyperlink.
- "**Bold**": Bold interface enclosed in double quotation marks indicates the name of a button or a choice item.

Some notices are placed within the following boxes; each type of the box indicates different purposes or levels of importance for system:

Important Notice

The content within this box is an **important notice**. This notice is important for you to get certain function to work properly, or to prevent from certain potential problems that may damage your system. Make sure you read this notice and follow the instructions.

Note

The content within this box is a **note**. A note is some necessary information you need to know about the action you are currently taking, like what will happen after you follow or don't follow certain procedure.

Tip

The content within this box is a **tip**. A tip gives you an alternative method to easily or quickly achieve an objective, usually for specific conditions.

Legal Notice

Disclaimer

- The information contained in this document is intended for general information purposes. ACTi Corporation shall not be liable for errors contained herein or for incidental or consequential damages arising from the furnishing, performance, or use of this manual.
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Overview

ACTi NVR 3.0 is a Windows-based software that provides distributed network video surveillance solution with full functionality. This software supports centralized management, real-time monitoring and recording of up to **64** ACTi video streaming devices from local or remote network, with rule-based services to trigger multiple schedules and events.

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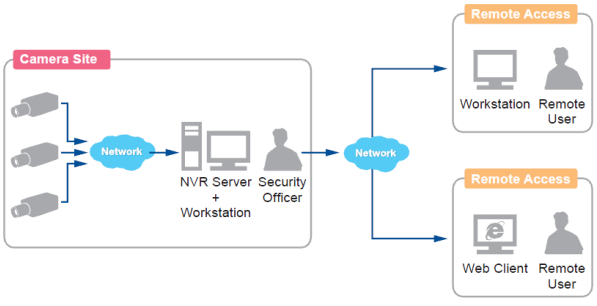
ACTi NVR Server / Client Architecture

ACTi NVR 3.0 is a typical web-based server/client system. In a video surveillance system architecture, the **Server** serves as a video management service provider, aimed to run 24/7 offering non-stop services for clients. A **Client** makes requests of monitoring video streams or playback recordings to **Server**, which can reside on the same computer with server program (as from local) or on another computer (as from remote). **Server** starts automatically as soon as the **Server computer** (where it is installed) boots up, and operates in the background without requiring login by administrator. It would provide services over the TCP/IP network to multiple **Clients** upon request through HTTP Protocol.

There are two types of **Clients** in NVR 3.0 system: **Web Client** and **Workstation Client**. A user, connecting from whether web browser or workstation, will enjoy the same user interface and NVR functions.

- **Web Client**: the web version of interface to access NVR server without need of installing any client program to become a client. Logging in the NVR server is as simple as visiting a website through IE browser.
- **Workstation Client:** the client application making accessing NVR server free from the use of browser .The workstation includes a set of programs that provide interface between users and the NVR server.



Log In to the System

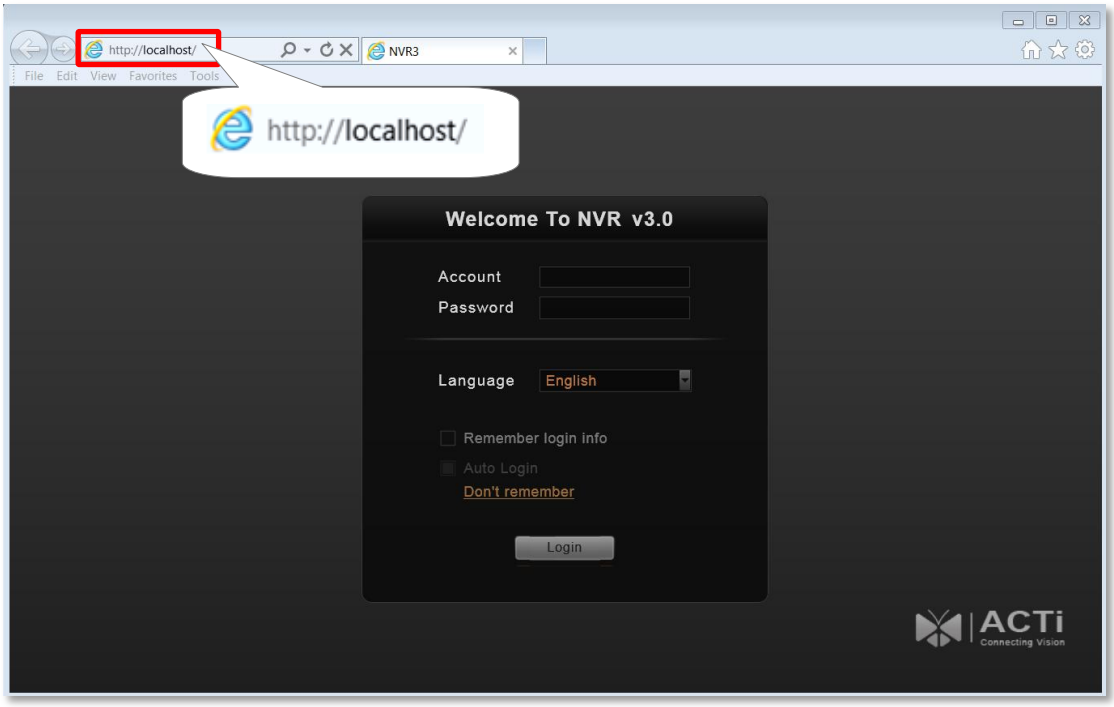
There are two types of clients in NVR 3.0 system: **Web Client** and **Workstation Client**. Both clients will enjoy the same user interface and functions. A web client can access NVR 3.0 system via the **Windows** default browser: **Internet Explorer**; while a workstation client requires the **NVR3Worksation** pre-installed on the computer. This section will include the said methods to access your NVR 3.0 system.

Access NVR 3.0 Server via Internet Explorer Browser

The computer where NVR server is installed is called **Server Computer**. You may access the server directly via Internet Explorer or NVR3Workstation on any computer within the same network with the server computer.

From Server Computer

If you are connecting to NVR server on the server computer (where NVR server program is un-installed). Please open your browser, in URL box, type **http://localhost/** or **http://127.0.0.1**



From Another Computer

If you are connecting to NVR server on another computer, please open your IE browser, in URL box, type in **http://server ip address**.

Login

Enter Account & Password

Please obtain the **Account** & **Password** information from System Administrator who has previously set up your User account in NVR 3.0 system.

●**Account** (non case-sensitive)**: deckard kain** (example)

●**Password** (case-sensitive)**: Aa123456** (example)

Change UI language

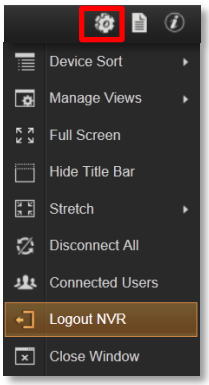
To change UI language, select the desired language from "**Language**" dropdown list.

Remember Login Information

To have the server remember your Login name, password and language setting for future, check "**Remember login info**". Click "**Don't remember**" will clear your input text and reset to default.

Set Auto Login

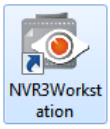
Check "**Remember login info**" then "**Auto Login**" to skip the **Login** page and go directly to the main page every time you log in from this PC in the future. **If your PC may be accessed by someone without proper authority, please DO NOT use either of these functions**.



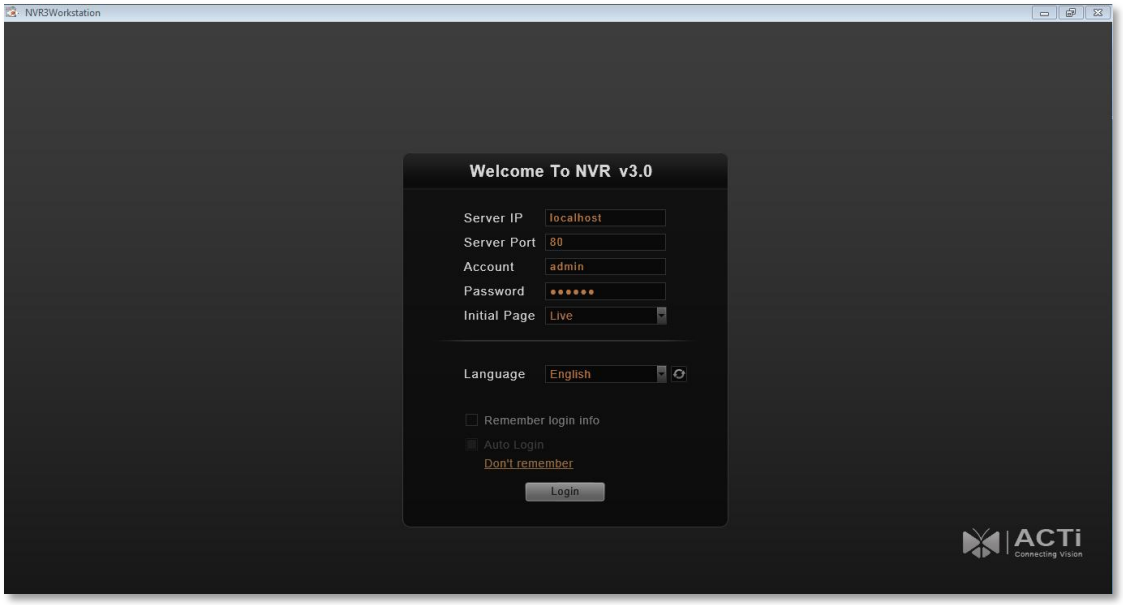
To cancel auto-login, on title bar, click → "**Logout NVR**" to return to login page, and this function is cancelled.

Access NVR 3.0 Server via NVR3 Workstation

NVR3 Workstation includes a set of programs that provide interface between users and the NVR server. It may be installed on the same PC as the NVR server, or they may be installed separately and connected to NVR Server via network.



Double-click the shortcut icon on your desktop to execute this workstation application.



Login

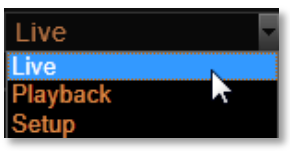
Fill in the following fields then click "**Login**" to log in to the system. The login process of Workstation is very much the same as that of Web browser (please refer to the section in this manual: Login on page 11) except for the following,

Server IP & Server Port

● In **Server IP** field, key in **localhost** or **127.0.0.1** if NVR3 Workstation is on the same computer with NVR server. If you are connecting from another computer, please input the ip address of server computer, for example: **220.228.146.21**.

● In **Server Port** field, key in the default port number **80.**

Choose the Initial Screen



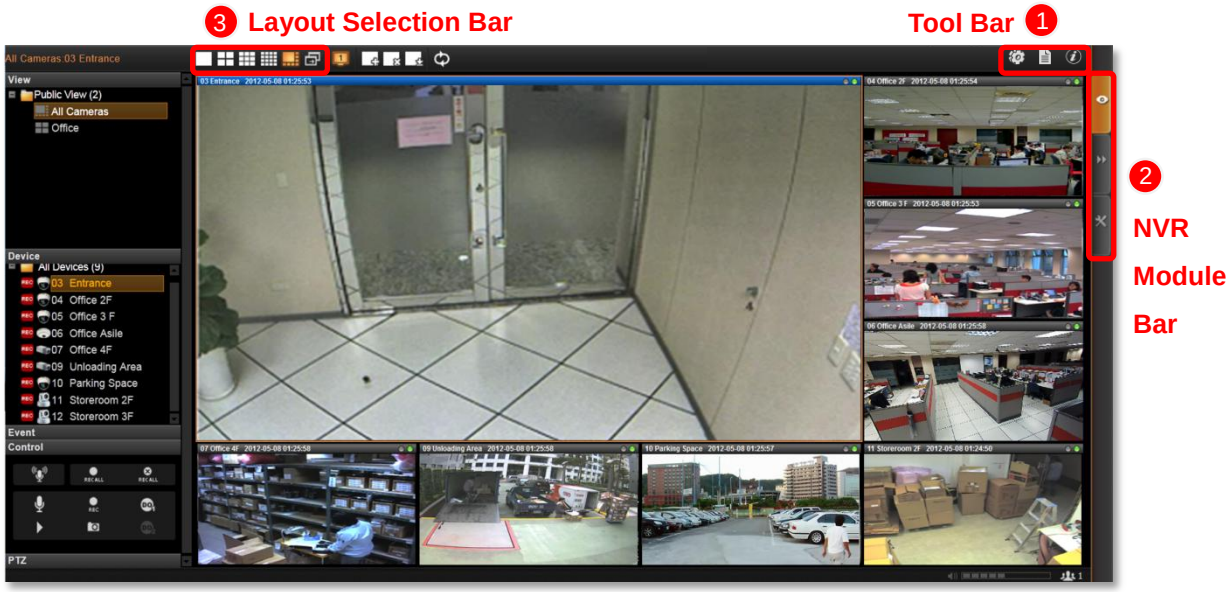
NVR 3.0 user interface consists of three main module screens: **Live View**, **Playback** and **Setup**, you may choose one where you would like to enter after logging in. Default is **Live View** screen.

NVR User Interface Overview

Unlike some NVR system products on the market, whose tree-like structure may easily confuse the User. NVR 3.0's easy user interface structure saves you a lot of time and hassle going from one page to another. Once you log in to the system, you may switch to any of the main function modules: **Live View**, **Playback** and **Setup** on any screen.

NVR Resident Toolbars

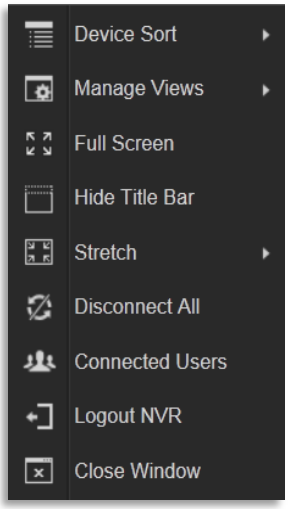
These resident toolbars are important functions or links that you often need through all the operations in NVR system.



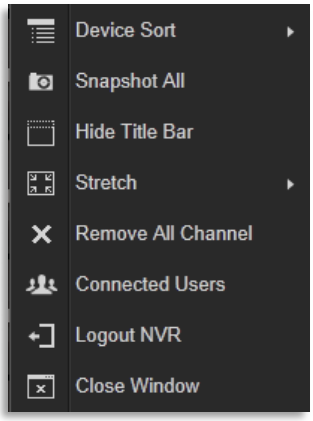
❶ **Toolbar**: To the right of title bar reside three links to most-used functions throughout all screens:

Options are certain useful functions you mostly need. The provided functions vary on different screens.

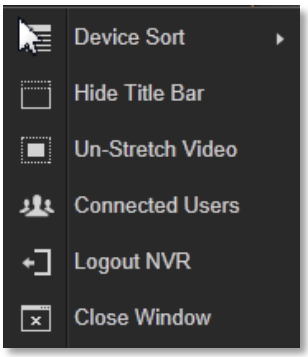
Live view Screen



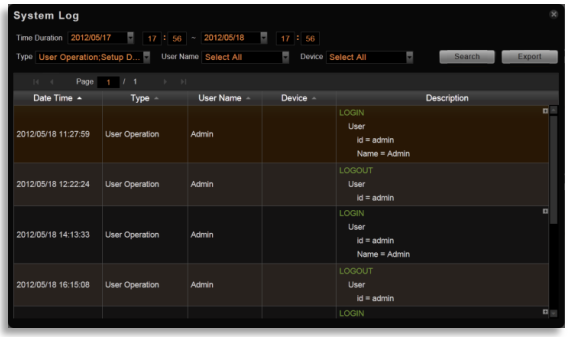
Playback Screen



Setup Screen



System Log provides the search module for you to review the records of user's behavior on this server. This is only available when your User right has permission to it.



About Us displays the software version number and required ActiveX Control version number. You may also find ACTi supportive links here.

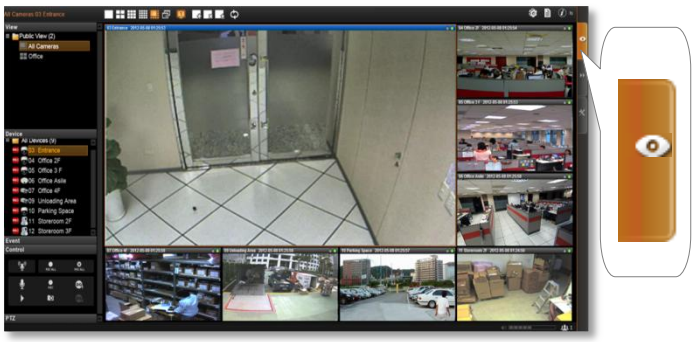
❷ **NVR Module Bar** includes three main module screens: **Live View**, **Playback** and **Setup**. You can click the button to enter the function page directly.

❸ **Layout Selection Bar** provides 22 different layout styles on **Live View** and **Playback** screen.

NVR Main Module Screens

Click on the orange buttons on **Module Bar** to switch among these three main screens directly.

Live View



In this module you can see live view from cameras and devices, perform PTZ operations with mouse or Joystick, view system log, receive alert on the Event panel, setup view layouts, perform manual recording or take a snapshot.

Playback

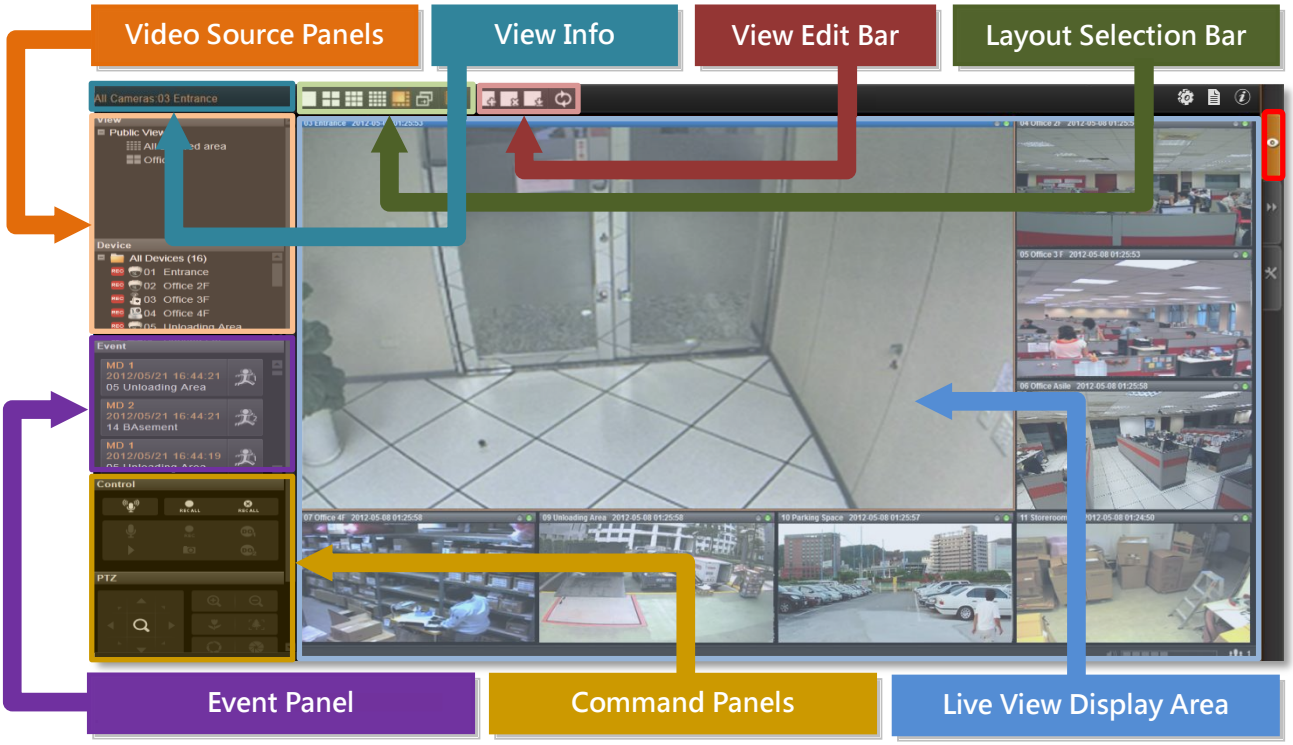
You may find and playback existing recordings in this module. Up to 64 channels may be played back synchronously. Snapshots or video segments can be taken from playback files. Recorded files can also be exported to AVI format here.

Setup

This module includes user setup, device setup, event setup, schedule setup and system-wide settings

Live View

Live View is the interface where you see the live views from your cameras. It is where most of the security professionals access the surveillance system. Aside from keeping an eye on the video, you may also cycle through View layouts, drag and drop various cameras to the screen, review a log of events, take snapshots, control PTZ cameras, start or stop recording on a given channel, trigger Digital output and broadcast or talk to specific cameras. In this section, you will be given instructions on the said fundamental operations. To start, click **Live View** tab to enter live view screen.



- **View Info**: displays the information: [Current View name][Focused Channel name].
- **Video Source Panels**: **View List** panel and **Device List** panel provide two types of video source for live view display area.
- **Event Panel**: displays alerts of detected motion, abnormal system and device status.
- **Live View Command Panels**: **Control** panel and **PTZ** panel provide most used live view operation commands.
- **Layout Selection Bar**: offers up to 22 different layout styles.
- **View Edit Bar**: you may create a view and save it using the buttons here. You may also assign specific layout to automatically patrolling.
- **Liver View Display Area**: you may add up to 64 channels into this area to monitor them concurrently.

Add Video Source into Live View

Upon logging in to the system, you will enter the live view screen. If your System Administrator or colleagues have already set the default layout, you may immediately see the live view, and start monitoring without the need to arrange the devices or layouts.

From View List

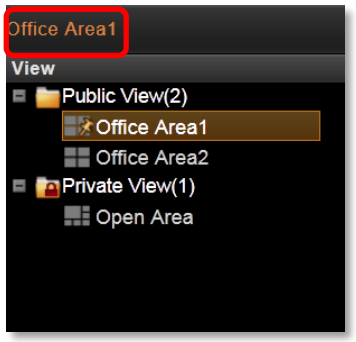
In NVR 3.0 system, a **View** refers to the layout where the live images of a few devices are arranged in proper positions to suit the monitoring purpose. This is very similar to a **Camera Group**, which consists of cameras in the same physical location or with the same device functions. For example, a View named **First Floor** may contain the cameras that actually placed in the secured area on the first floor. Once created, each camera view is assigned to a certain channel on the layout style selected by creator.

Note

Based on your User Group permissions, you may or may not own the privilege
- to create, edit or delete a **Public View** or a **Private View**
- to assign a specific View as default View
- to see all the cameras included in a **Public View**.

Therefore, you may find certain view edit functions not available on the **Layout Selection Bar**.

To watch a saved View, simply double-click on it on **View List** panel.



Above the **View List** panel title will display [Current View name].

- The **Public Views** are open to every User
- The **Private Views** are only available to the User who created them. You may not see this folder if without the User right to own the **Private Views**.
- The view with a pin on it is set by System Administrator as default view. You will enter this view every time you log in.

For details about how to create and edit a **Private View**, please refer to the section in this manual: Create a View on page 20

From Device List Panel

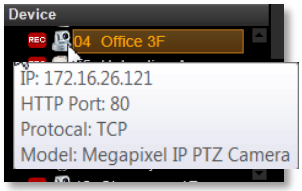
To watch the live view of individual devices, you need to identify and add this device video stream to a blank channel in display area. All the devices that you are allowed to see are in the **Device List** panel on the left. The permissions to watch different devices are defined by your User Group, the details of which are managed by the System Administrator.

To pull in video sources to the display area:

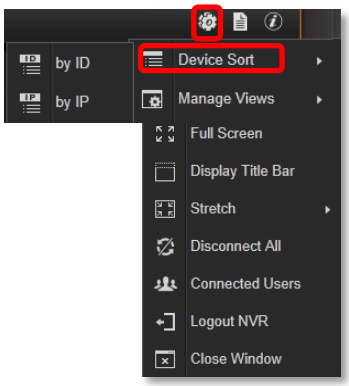
From **Device List** panel, double-click on a device or drag it to **Display** area. By double-clicking on "**All Device**", all the devices will be added to the **Display** area.

Device List

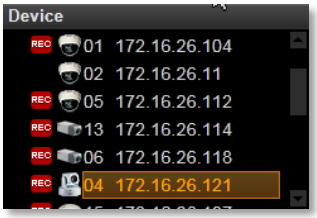
To view the device information, put the cursor over the device figure to bring the info box up.



In **Device List** panel, you may also sort the devices in different order. Click on title bar, select "**Device Sort**", and choose "**by IP**" or "**by ID**" as the sorting method.



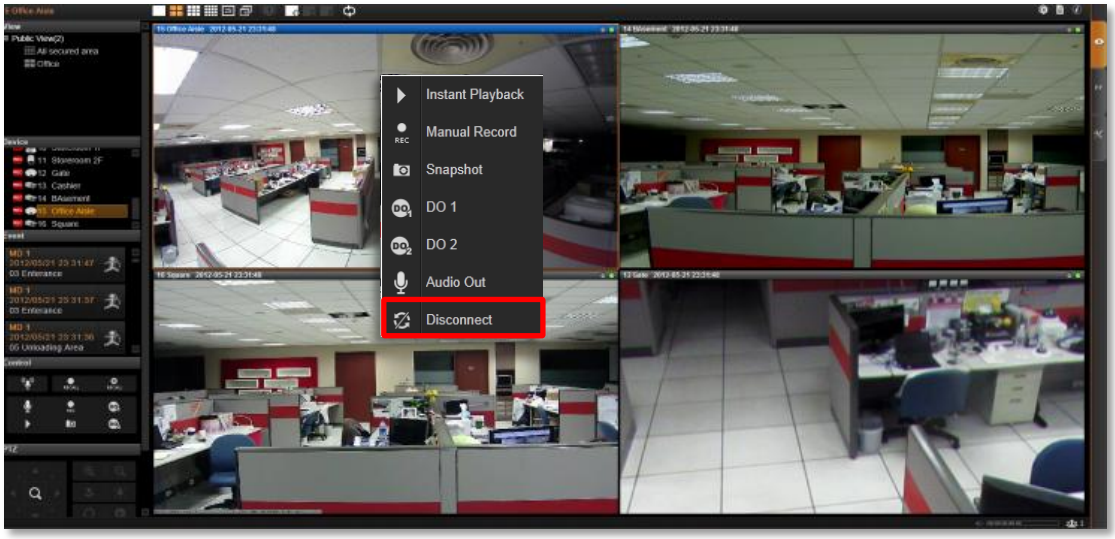
By Device IP



By Device ID (default)

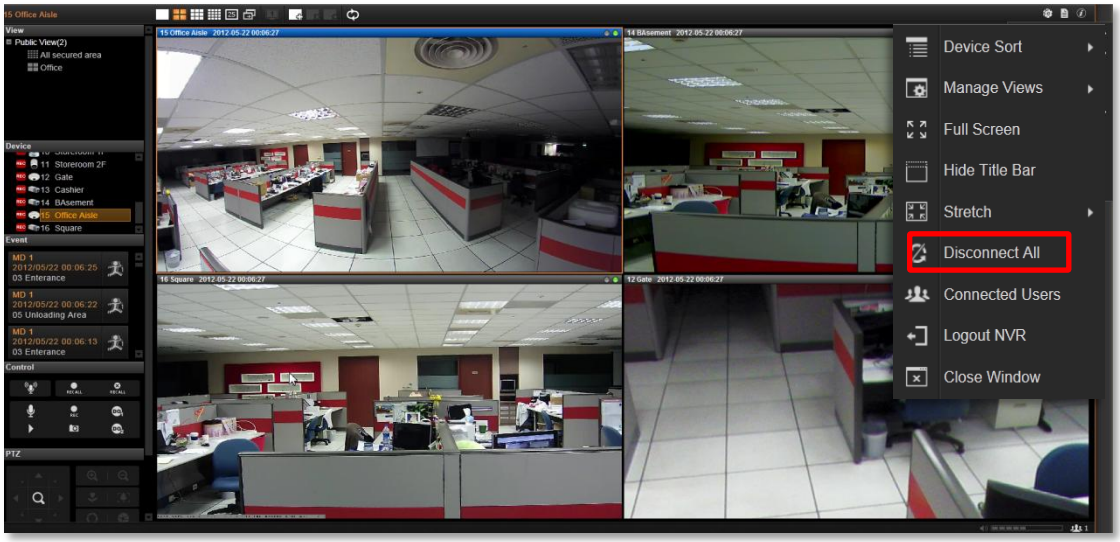
Remove a Channel

To remove a channel from display window, you may right-click to bring up quick menu on the channel, and select "**Disconnect**" to remove this video source.



Remove All Channels

You may disconnect all devices by clicking in title bar and selecting "**Disconnect All**".

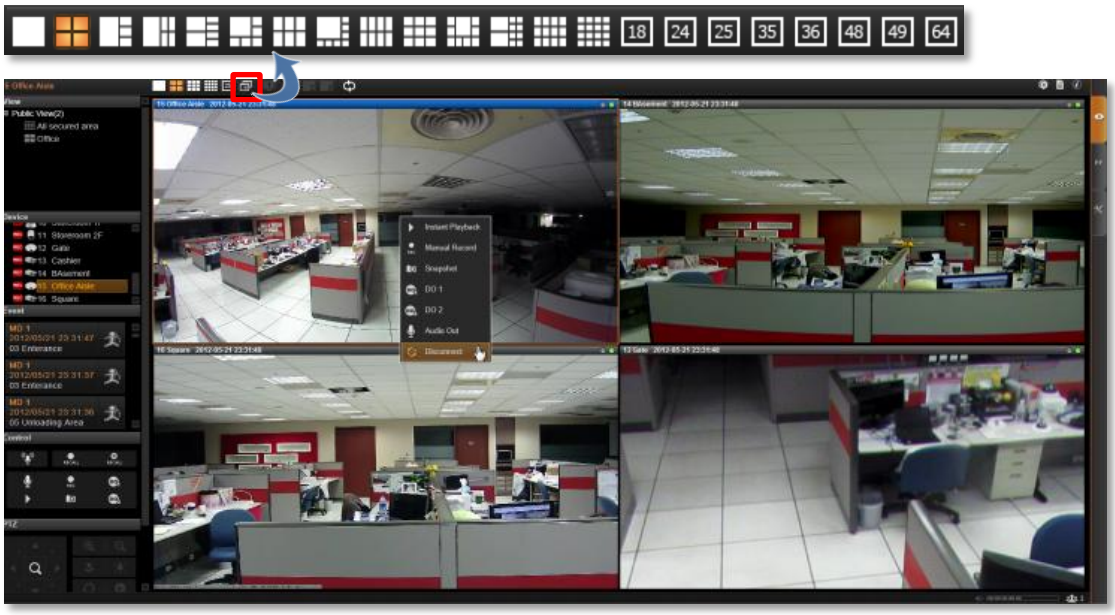


Customize the View

You may put any device view in any channel, and arrange them in different layout styles at will. Every time you log in to the system, you will enter the last view arranged by the same User account. If with the permission, your User right will allow you to create a customized View, to save it and to set one as default View.

Choose a Different Layout

On **Layout Selection Bar**, you may click the expand button for full choices of the provided layout styles



Create a View

You may use the buttons **View Edit Bar** on title bar to manage your Views.

●To save a view into **Private Views** under your User account, click to bring up the **Create View** window. Input the **View Name**, select the **View Type** as **Public View** for every User to see or **Private View** under your personal User account, then click "**Apply**".

● As a View is highlighted **in View List** panel, you may click to delete it.

● Once you have done some changes based on certain View and wish to overwrite the previous arrangement, click to save it.

● To set a View as default, select it in the **View List** panel and then click By next time you log in, you will directly enter this View.

Tip

Full Screen

On system title bar, click then select "**Full Screen**" to enter full screen mode. Click the icon on top right corner of title bar to return to normal mode.

Stretch/Un-stretch Channel View

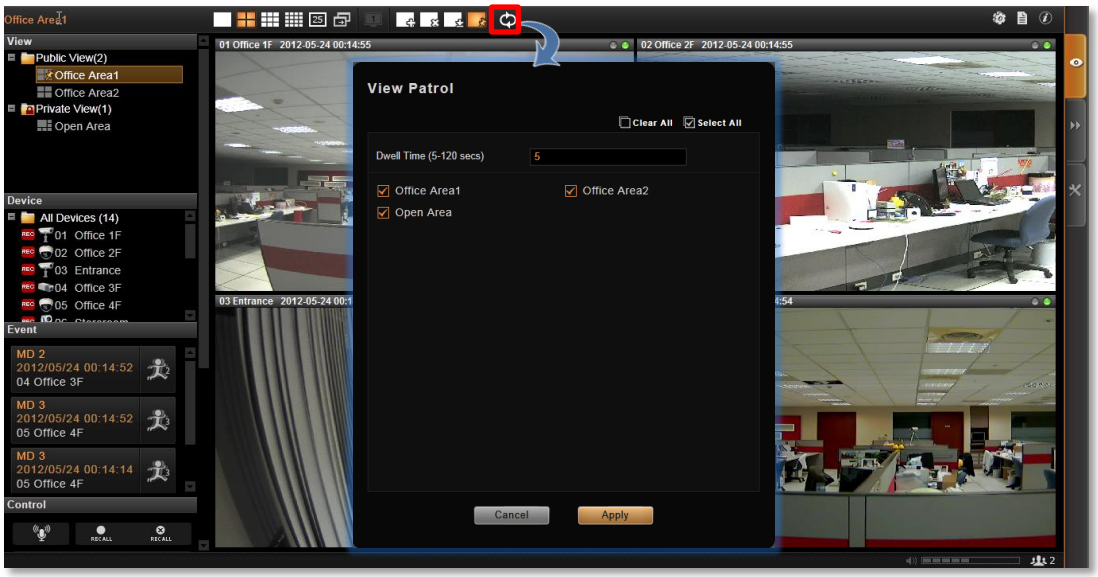
On title bar, click then select "**Stretch**" to make the width of video to fulfill the window.

Set View Patrol

You may have the saved Views patrol in turns. In this way, the views in different areas in your site may cycle through themselves for you automatically.

On title bar, click to bring up the **View Patrol** window.

1. Input the Dwell Time of a View, it is how long a View would be presented in Display area during its turn.
2. Choose the candidate Views.
3. Click "**Apply**" to save.



Please be noted that the patrol setting will only take place during your login this time, another login or your selecting a certain View will cancel the current patrol.

Monitor the System

The security monitoring, in surveillance world, involve monitoring or patrolling the whole site, discovering unusual circumstances or investigating the scene at the earliest time. The said tasks would require knowledge and skills to make use of NVR server functions. This section will introduce the essentials of how you achieve the goal with NVR 3.0 server.

Acknowledge System Alerts and Channel Status

On NVR **Live view** screen, it is essential to observe the system status events. As unexpected environmental factors or human behaviors may take place to influence your surveillance system like power failure or internet connection interruption, NVR server may lose the connection with devices, and hence you might lose the important video evidence.

Channel Status

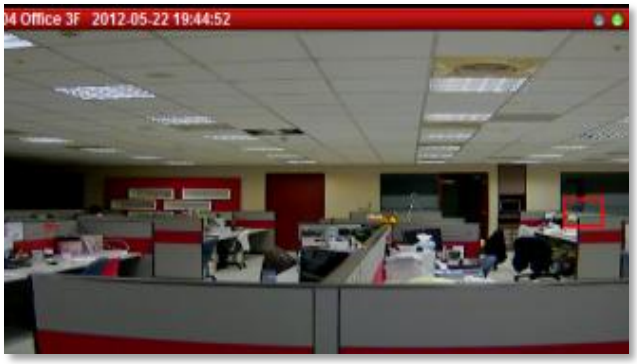
The title bar of each channel window displays certain status information about this device.

The indicators

The color of two indicators on top right channel title bar shows the following status:

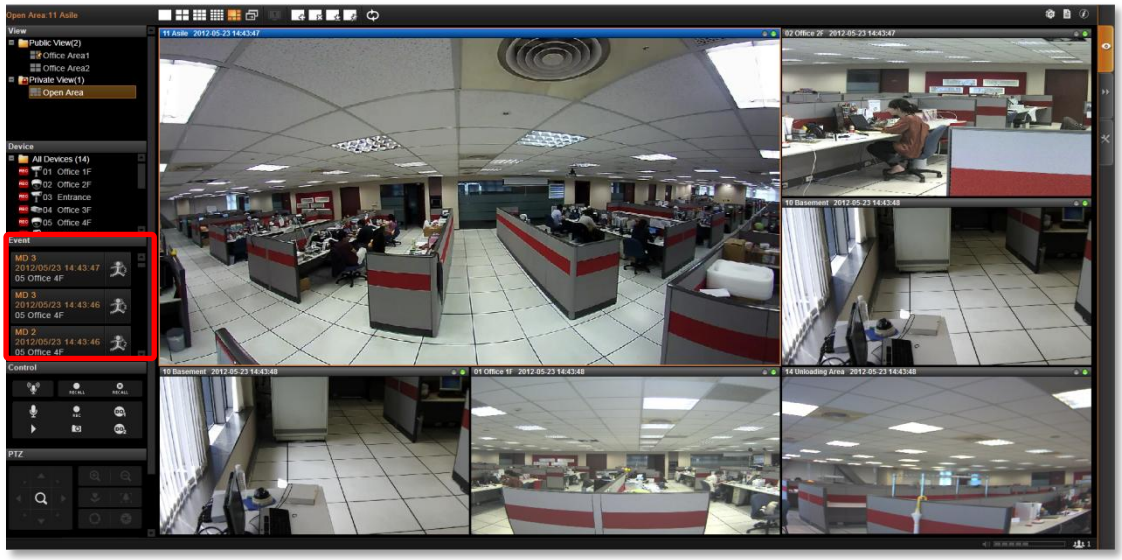
- **Right**
  - :Device is connected with video presence
  - :Devices is not connected
  - :Device is connected, video is not received
- **Left**
  - : Performing manual recording
  - : Taking snapshot

If this device is triggered by events such as video motion, PIR motion or digital input device, the channel title bar would turn red for a while to alert you that some movements have been detected. Based on System Administrator's setting, you may hear the "**Beep**" audio alert when certain devices are triggered.

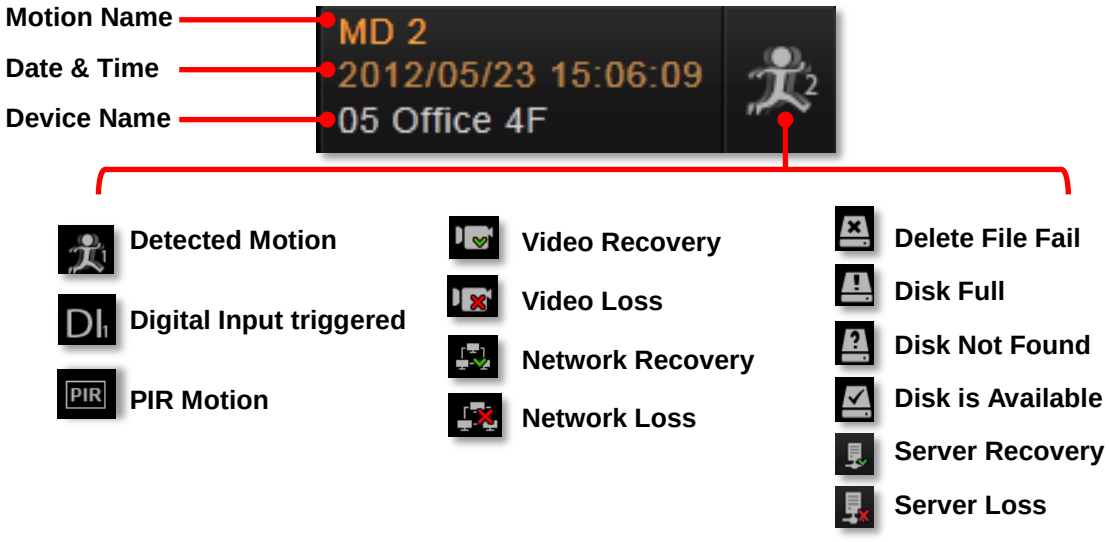


Event Panel

It is important to check out the messages pushed into **Event** panel all the time. These messages are arranged in a reverse-time order (newest on top, oldest on bottom).



The messages notify you of the following device or system status:



Important Notice

When NVR server fails to connect a device, to get the video or have disk problems, it might be caused by a temporary network disconnection in your overall environment. The connection might recover after the problem is fixed. If not, please contact your System Administrator.

Instant Event Playback

Among these types of Event messages, you may individually watch the event playback of a motion (video motion, DI or PIR) event or transmission status event (video recovery & loss, network recovery& loss).

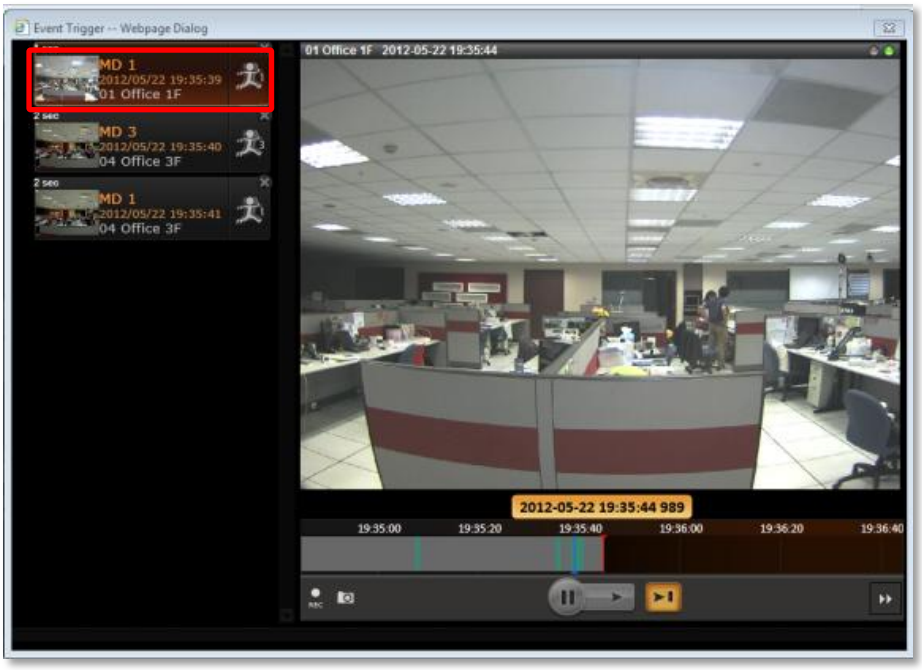
To bring up the instant event playback window, double-click on an event entry:

As the window pops out, it will immediately start playing live view stream. You may draw the time bar back and forth to search.

- Click to play video, to pause, or to play live view video.
- On time bar, click the blue mark or which indicates the event's occurrence, and then to playback this event.
- Click to start manual recording the currently-playing video.
- Click to take a snapshot of this view.
- Click to switch to **Playback** screen.
- Click on top right of the window title to close.

Pop-up Event Playback

Sometimes the instant event playback window would automatically pop-up to notify you of events detected on certain camera sites. As the events in certain sensitive spots will have higher priority than other channels, your System Administrator would apply this "**Pop-up Event Window**" function to these cameras. In this way, these critical events will be pushed into your sight actively.



On the left of the window may list a series of motions detected within the same period. You may double-click on any entry to see its live view or playback the event. This window would automatically disappear after a while, and you may still look these events up in the **Event** panel.

Hot-Spot Window

In your Live View screen, the upper left window may sometimes display a device video which was not originally set in the current View. This is because the events detected in certain sensitive spots will have higher priority than other channels. Whichever View you are watching, the events detected by those cameras will be temporarily displayed in this window to catch your attention.

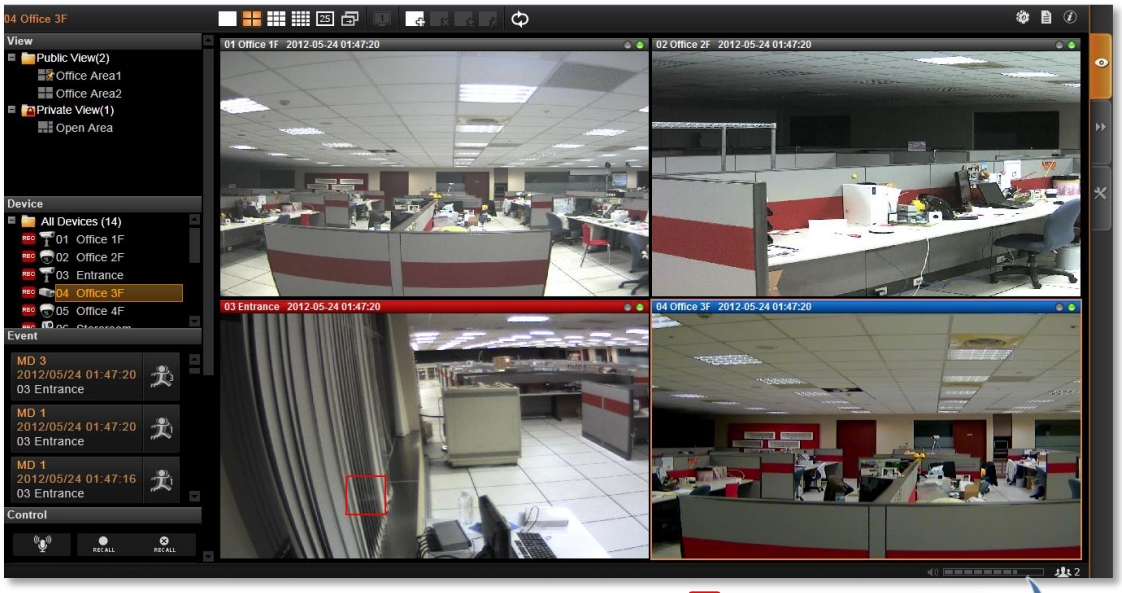
Live View Operations

Aside from pure watching, there are more benefits provided by NVR server to accomplish more tasks. For example, you may make use of the audio function to commutate with people on camera side or investigate into more details in the scene with PTZ devices.

Adjust Audio-in Volume

If one or more cameras are connected with an audio-in device like a microphone, or supports two-way audio function, the audio signal will be recorded along with video stream. You may listen to the real-time audio on **Live View** screen or recorded audio in **Playback** screen. In **Live view**, NVR server will send out the audio signal when you select a channel.

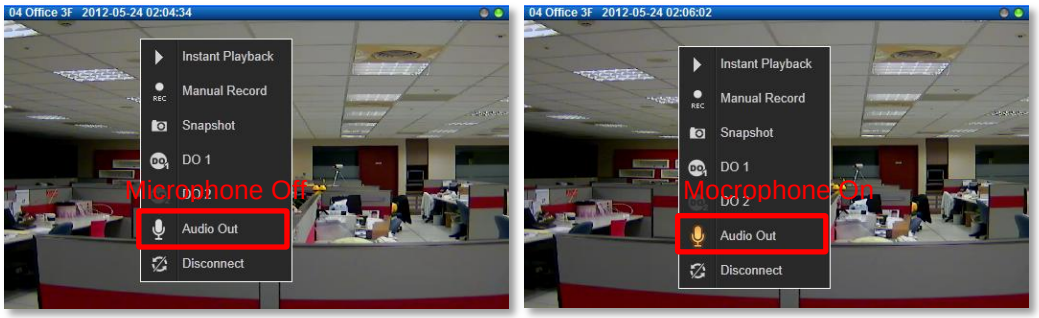
On bottom right of **Live View** screen is the audio-in volume control.



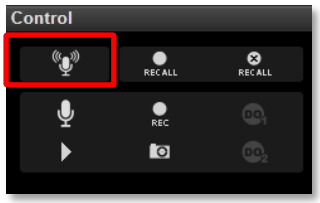
- To mute the channel audio, click .
- To activate the channel audio, click .
- To adjust audio volume, drag on the volume meter.

Send Audio Signal

- To talk to the audience through speaker connected to one camera, right-click on a channel to bring up the quick menu, and select "**Audio Out**". When this icon appears in orange, your audio-out function is activated, every sound you make through the microphone on your client computer will be sent out to this camera only.



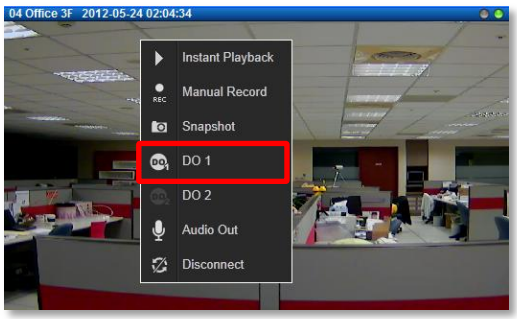
● To broadcast to multiple cameras, click on **Live view Control** panel. Your audio will be sent to all the channels connected to a speaker in current View.



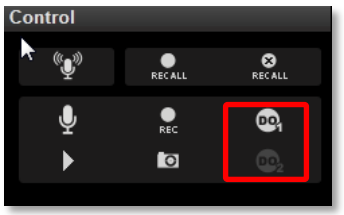
Trigger Digital-out Device

If a camera is connected with a digital-out device such as a door contact or an alarm, you may trigger it via NVR server on **Live View** screen. Do either of the following:

On the channel, right-click to bring up the quick menu, the DO icon will appear available if the corresponding DO device is connected. Click "**DO**" to trigger it, click again to stop triggering.

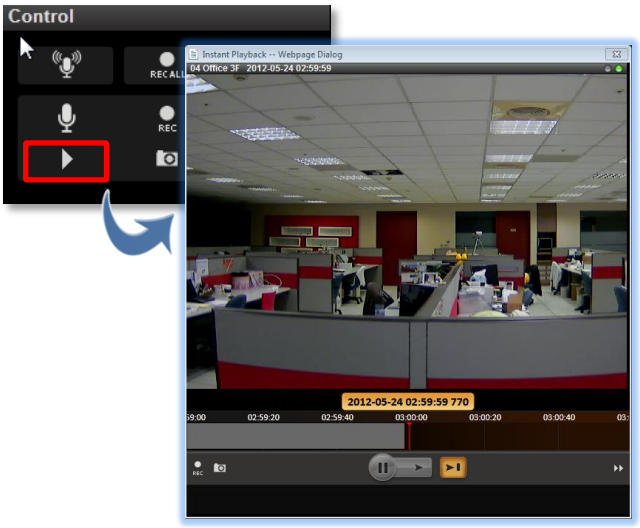


● As a channel is focused, click on **Live view Control** panel, click again to stop triggering.



Watch Instant Playback of a Channel

You may watch the playback of any channel in a pop-up window on **Live View** without switching to **Playback** screen. As a channel is focused, click on **Live View Control** panel.



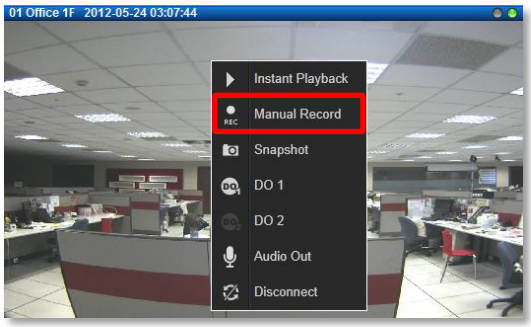
Manual Recording

You may manually record the real-time video on **Live view** screen. This video will only be searchable in **Playback**. You may switch to **Playback** screen to find this clip(please refer to the section in this manual: Search by Filter on page 37 for instructions).

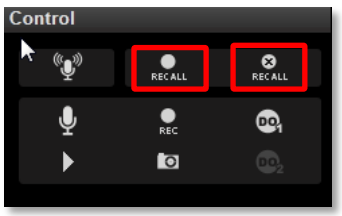
To do manual recording, do one of the following:

●On a channel, right-click to bring up the quick menu, then select "**Manual Record**".

Once the recording starts, the left indicator on the channel title bar will turn red. To stop recording, click "**Manual Record**" again on quick menu.



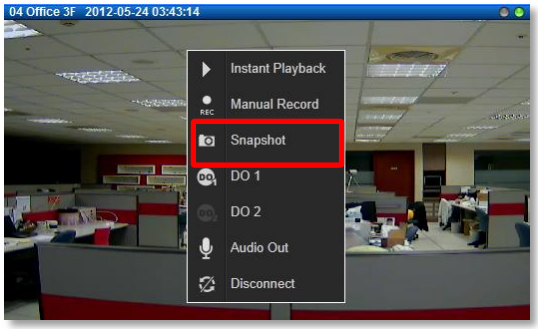
● To manual record all channels in current View, on **Live view Control** panel, click REC ALL to start; click REC ALL to stop.

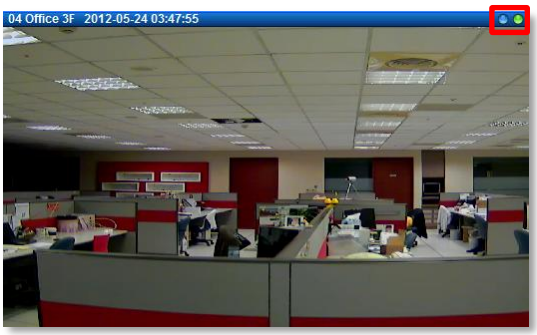


Take a Snapshot of Live View Image

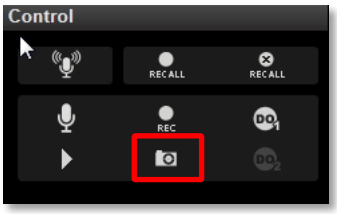
You may take a snapshot on a channel live image on **Live view** screen. The snapshot will be saved to Windows default picture folder as .jpg format on your client computer (This default folder is found via: in Windows XP or Vista → *C:\Documents and Settings\user name\My Documents\My Pictures*; in Windows 7→ *C:\Users\user name\Pictures;* or on Windows Desktop if the default folder is not found). You may do one of the following to take a snapshot:

● On a channel, right-click to bring up the quick menu and select "**Snapshot**". While the snapshot is being taken, the left indicator on the channel title bar will turn blue. After the picture is taken, the indicator will then turn grey.





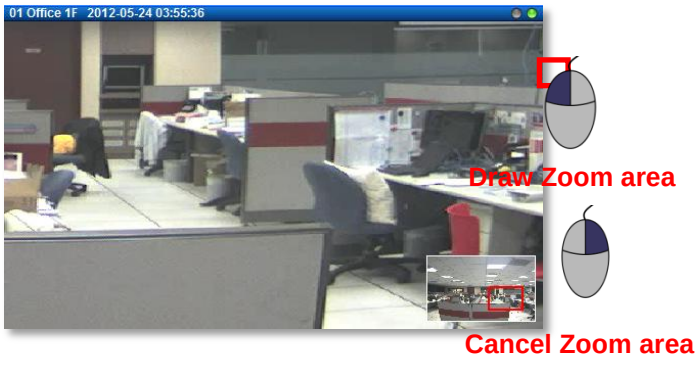
● As a channel is focused, click on **Live view Control** panel to take a snapshot.



Digital PTZ

Regardless of the device models, you may perform digital zooming on **Live view** screen.

1. Click and drag a highlight rectangle over any channel, and the area highlighted will be displayed in the full live video window. In this mode, a picture-in-picture view will show in the lower right of live view window. A red rectangle will mark the currently enlarged view area within the full size video. You may drag the red rectangle over the image to zoom another area.



2. To go back to the original full video view, just right-click on the minimized Picture in Picture view.

Optical PTZ (Pan/Tilt/Zoom) Operations via PTZ Panel

If there is a camera supporting optical pan/tilt/zoom function in current view, you may operate it via the **PTZ** panel.

Digital/Optical Zoom switch
Click to switch the PTZ mode between digital PTZ and optical PTZ mode. A non-PTZ device will only have digital PTZ mode.

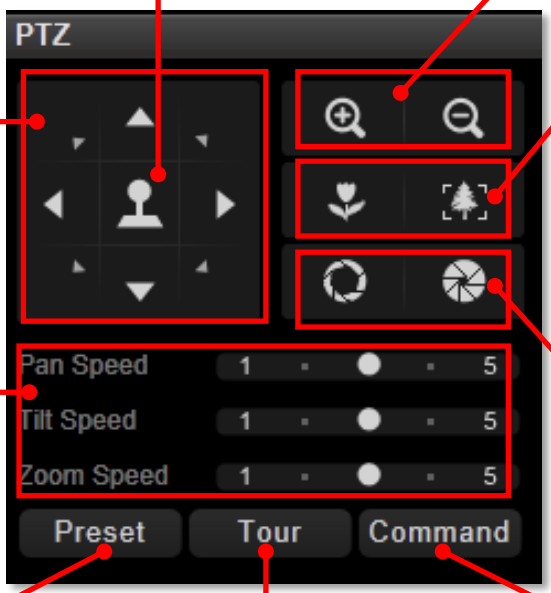
Zoom Controls
If the camera has controllable zoom, these two buttons will zoom the lens in or out.

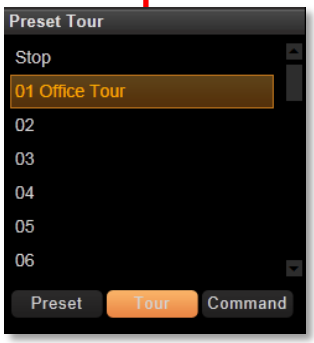
8-directional PTZ navigation controls
Click to control PTZ movements.

Focus Controls
If the camera has controllable focus, this will shift the focus of the camera.

Pan/Tilt/Zoom Speed Controls
Click on the speed meter to define the speed of PTZ movement.

Iris Controls
If the camera has controllable iris, these two buttons will modify Iris level.





Goto Preset Menu
Select the preset point name from the list to go to the spot. Click the title "**Goto Preset**" to close menu.

Preset Tour Menu
Select a tour name from the list to start a PTZ tour. Click "**Stop**" to stop touring. Click the title "**Preset Tour**" to close menu.

PTZ Command Menu
Select a command from the list to execute particular action command. Click the title "**PTZ Command**" to close menu.

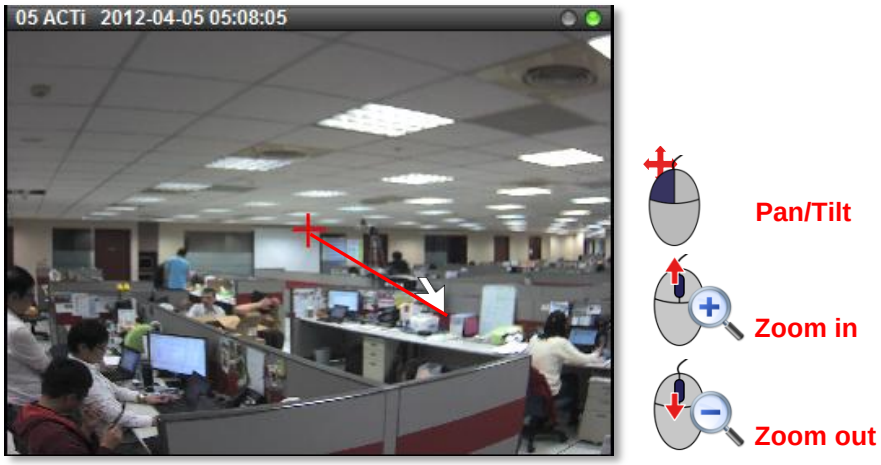
Optical PTZ (Pan/Tilt/Zoom) Navigation on Channel

You may also use mouse to perform PTZ negation on a channel view.

Place the mouse over the channel to do the following PTZ operations:

● To execute optical **Panning** and **Tilting**, click anywhere on the live window to allow the camera to move in that direction. The length of the direction indicator is proportional to the Pan and Tilt speed. The farther you place the cursor from the center, the faster the Pan/Tilt movement.

● To execute optical **Zoom in** or **Zoom out**, scroll the mouse wheel forward to zoom in; scroll the mouse wheel backward to zoom out.



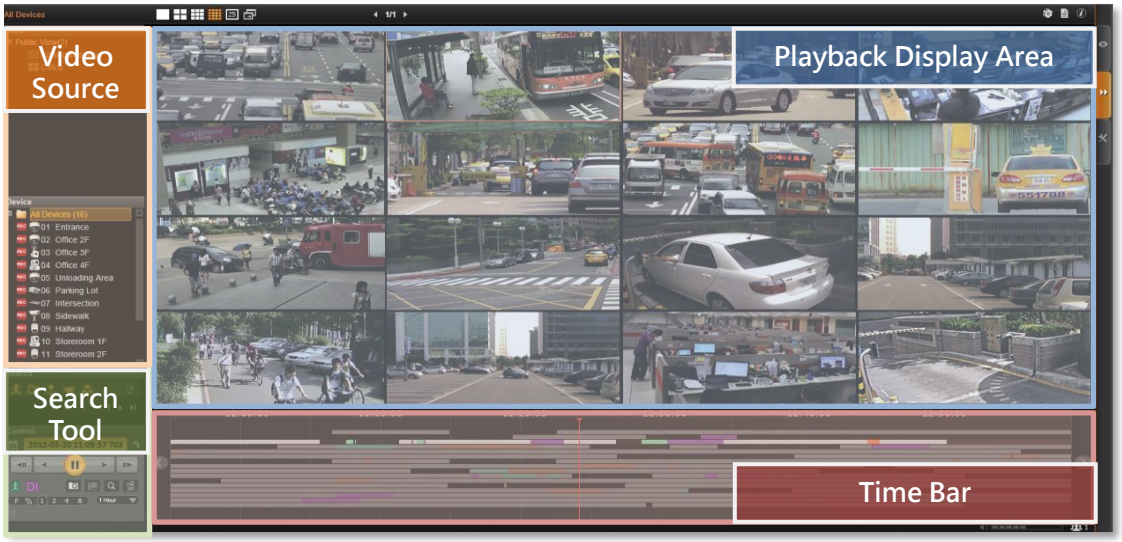
Playback

NVR Playback is the NVR module that processes recorded clips. You may search, playback and export video through Active Player. You may search by time period, by snapshot, by time bar and by event. Playback may include up to 64 channels synchronized playback. Video clips may also be exported in either RAW or AVI formats.

Playback UI Introduction

Playback screen consists of four function areas: **Video Source**, **Playback Display**, **Time Bar** and **Search Panel**.

- **Video Source** Area: Provides both saved **Views** and **Device Tree,** you may drag a view or device to **Playback Display** Area to view the recordings.
- **Playback Display** Area: You may have up to 64 channels synchronized playback in this area
- **Tim Bar** Area: The time bar of the video source in **Playback Display** Area will be shown here. You may drag on the time bar back and forth to your desired time spot.
- **Search Tool** Area: The **Search** results and **Control** panels are shown here. You may find the playback controls, search tool and export options in **Control** panel. The **Search** results will display your search results in thumbnails, providing event filter and pagination to easily scan through.



How to Do Playback

On NVR screen, click into "**Playback**" page to enter **Playback** view, none of the video sources is selected in the beginning, and you have to select your desired channels.

Add Video Source

There are two ways to pull in video sources:

1. In **View** area, double-click on a saved view or drag it to **Display** area.
2. From **Device List** panel, double-click on a device or drag it to **Display** area.

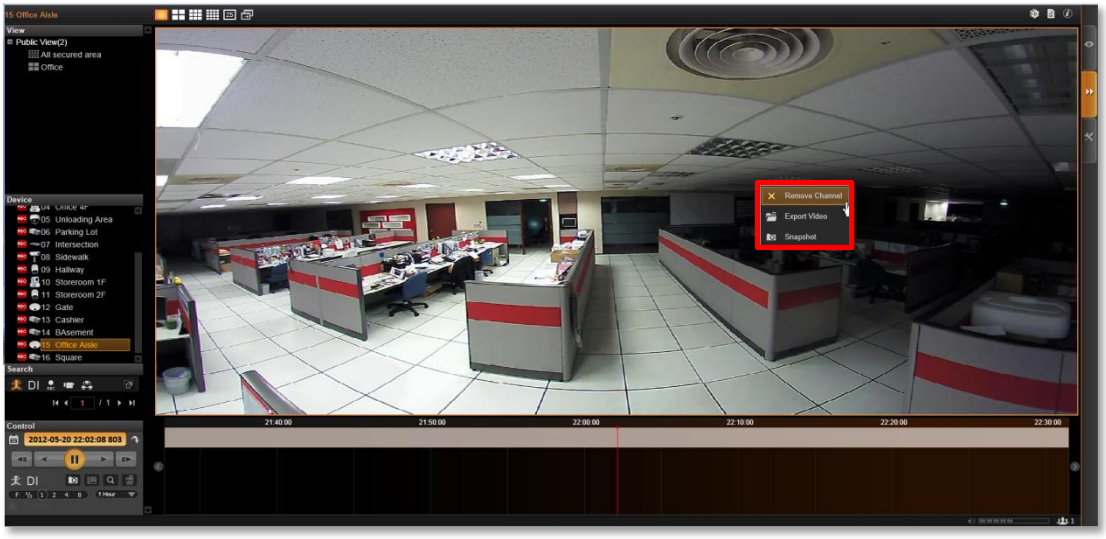
Through either way, you may add video sources, and their time bars will display in **Time Bar** area. Your playback operations and search will be based on these selected channels.

In the meanwhile, you may change the layout styles from **Layout Selection Bar** on title bar.

Remove Unwanted Channels

You will only need the desired channels to be kept in **Display** area, as you don't want too many unnecessary results after you perform a search.

To remove a channel from **Display** area, you may place your cursor over the channel, and right click the mouse, then right-click menu provides "**Remove Channel**", "**Export Video**" and "**Snapshot**" for a single channel.

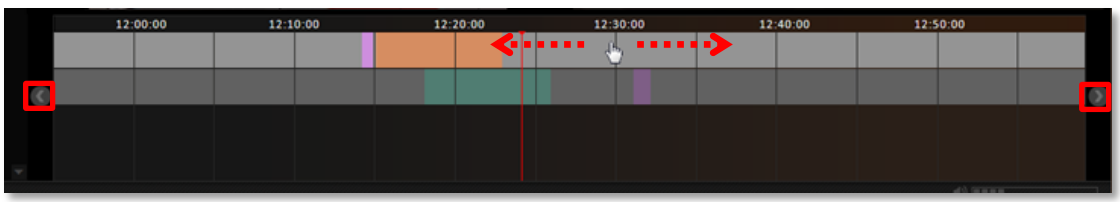


To remove all channels at one time, on title bar, click to bring up the most used playback-related commands menu, and select "**Remove All Channels**".

Search on Time Bar

You may focus on a certain channel as a search base. Its time bar will be highlighted as well.

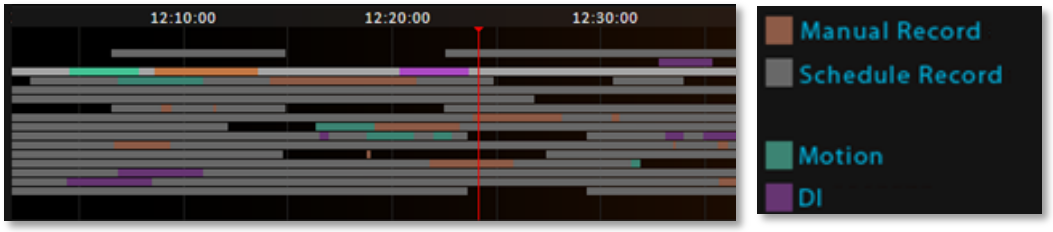
1. To find specific later time spot, drag the cursor to the left.
2. To find specific former time spot, drag the cursor to the right.
3. Click on to previous time section; to next time section.



Display Event Types

By default, the "**Manual**" recording will display in orange, while "**Schedule**" recording displays in grey on the time bar. To highlight specific events, you may enable the "**Event**" and "**DI**" event highlighters on **Control** panel.

Event Type Highlight Colors



Playback Controls

The playback related controls reside in **Control** Panel. You may adjust the video play speed, do a reverse / forward play, or pause the video to spot your desired view. For non-continuous recording types such as **DI**, **Event** or **Manual** recording, you may use the "**Previous Recording**" or "**Next Recording**" buttons to jump to the part directly.

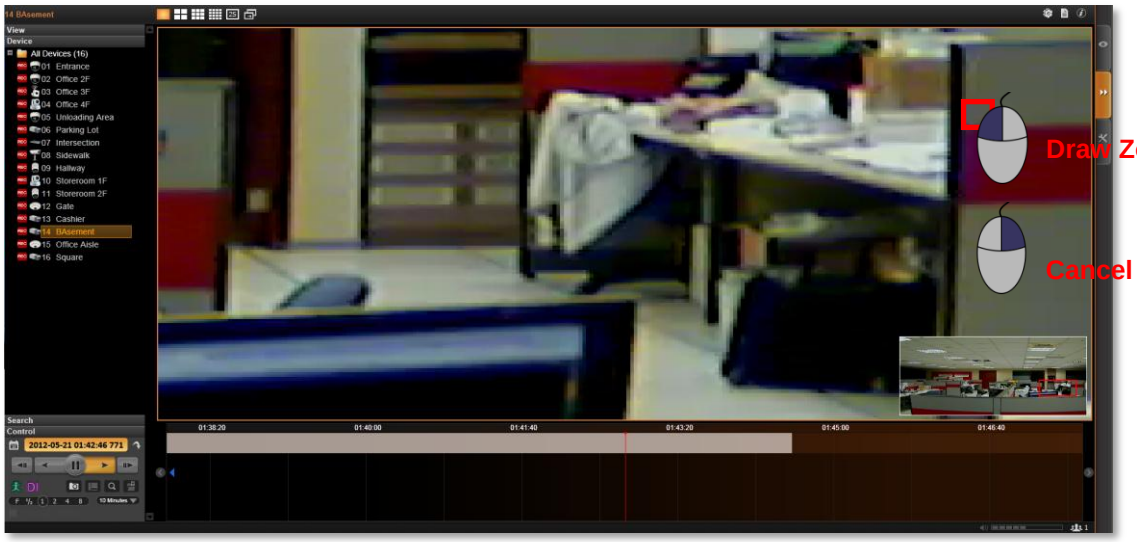
Turn On Daylight Saving Time Function

NVR Server will detect and display your client computer local time on **Liver View** and **Playback** screen**.** Once you apply **Daylight Saving Time** rule on your computer, NVR server will automatically enable this function on **Control** panel. You may disable this function to view playback according to **Coordinated Universal Time**.

Digital Zoom on Playback

Regardless of the device models, you may perform digital zooming while the video is playing.

1. Click and drag a highlight rectangle over any channel, and the area highlighted will be displayed in the full live video window. In this mode, a picture-in-picture view will show in the lower right of live view window. A red rectangle will mark the currently enlarged view area within the full size video. You may click and drag the red rectangle to see another area.
2. To go back to the original full video view, just right-click on the minimized Picture-in-Picture view.



Search by Filter

If you are clear about (1) When (2) as which event type (3) Where the incident happened, you will not need to drag on time bar all the way to the spot. The search filter can sort out the video clips that match your criteria.

1. On **Control** panel, click to bring up the **Search** filter settings window.

2. Set the criteria.
   - Set **Time Duration**:

   Put the start date/time and the end date/time, the maximum duration is **3 days**.
   - Set **Event** Types:

   Click on the event type buttons to highlight, only the selected event types will displayed in results.
   - Set **Device** Types:

   Click on the device names to select.
3. Click "**Apply**" to start searching

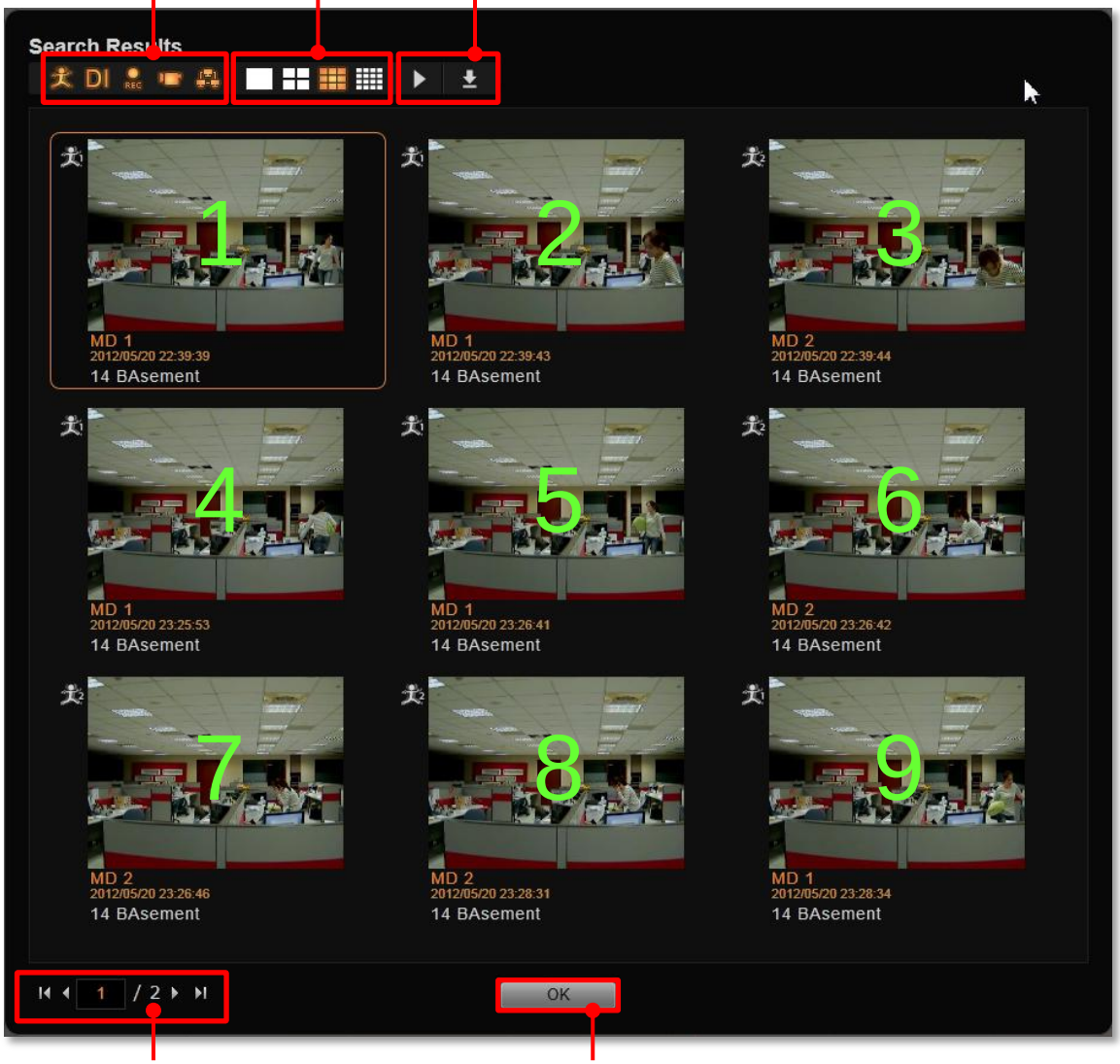
View Search Results

The search results will then start being generated in thumbnails in **Search Result** window. However, it might take a few seconds if a large number of results are found. The thumbnails are listed in sequential order, left-to-right and top-to-bottom.

Do advanced sorting by enabling different event type filters.

Choose different thumbnail layout

Focus on certain view, and then you may play this recording or download this snapshot.



The page number will keep increasing until all the results are found.
This icon will show to display that searching is still in process.

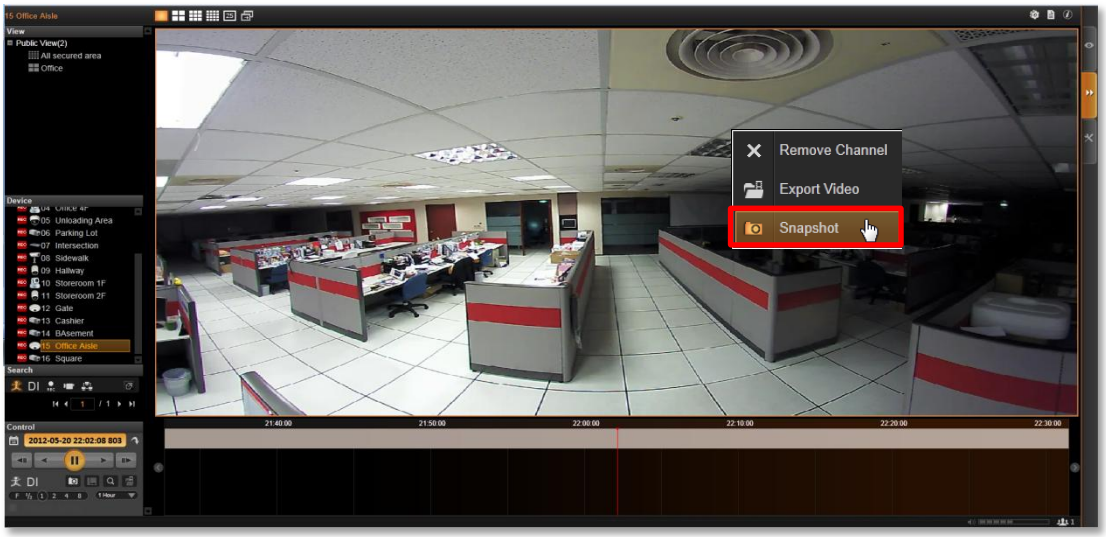
Click to return to Playback screen.

Your last performed search result will be kept in the **Search** panel on the left screen. You may focus on specific result view while watching the playback in the mean time.

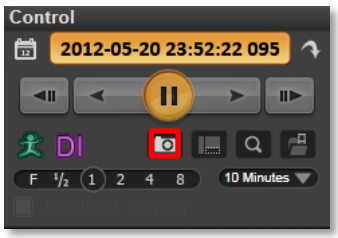
Take a Snapshot the Playback View

You may save the snapshot of focused channel to NVR server computer during playback.

1. Focus on a channel, right-click the mouse to bring up quick menu, and then click "**Snapshot**".



2. Click the on **Control** panel to take a snapshot of the focused channel.



The snapshot will be saved to Windows default picture folder as .jpg format on your client computer (This default folder to store snapshots: in Windows XP or Vista → *C:\Documents and Settings\user name\My Documents\My Pictures*; in Windows 7 → *C:\Users\user name\Pictures;* or on Windows Desktop if the default folder is not found).

Export the Recordings

NVR playback offers two choices of video format for the exported video. The ***.raw** file, as the original video file format captured from video source, is able to be played on **ACTi Archive Player**. You may download the this utility from
http://www.acti.com/product/category/Video_Management_System

The***.AVI** file, as The most widely adopted video format on Windows system, can be instantly transferred by NVR server and played directly in **Windows Media Player**.

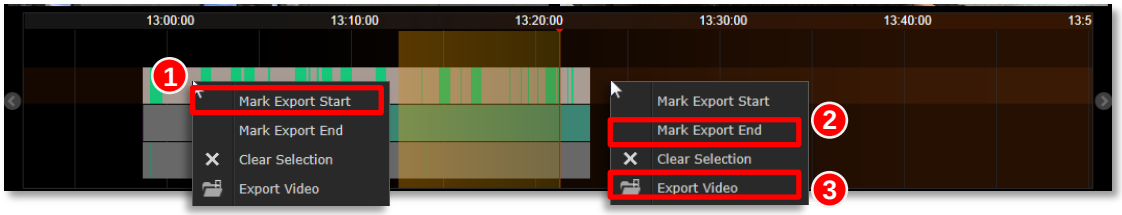
Before starting to export the video, please make sure there is enough memory space on the hard drive of your destination computer.

To play the exported *.AVI file in other video players, you must have FFDShow or DivX codec installed in your computer. They can be found over the internet at the following sites:
http://sourceforge.net/projects/ffdshow/
http://www.divx.com/en/software/divx-plus/codec-pack

Define the Section of Exported Video on Time Bar

You may define the video duration on time bar during the playback. In this way, you don't spend extra time and effort on finding the specific date and time information.

1. On time bar, drag to the start point of the video, right-click to bring up quick menu, then select "**Mark Export Start**".
2. If you have successfully set the start point, the time duration will turn yellow as you drag to another point. Drag to the end, right-click to bring up quick menu, and then select "**Mark Export End**".

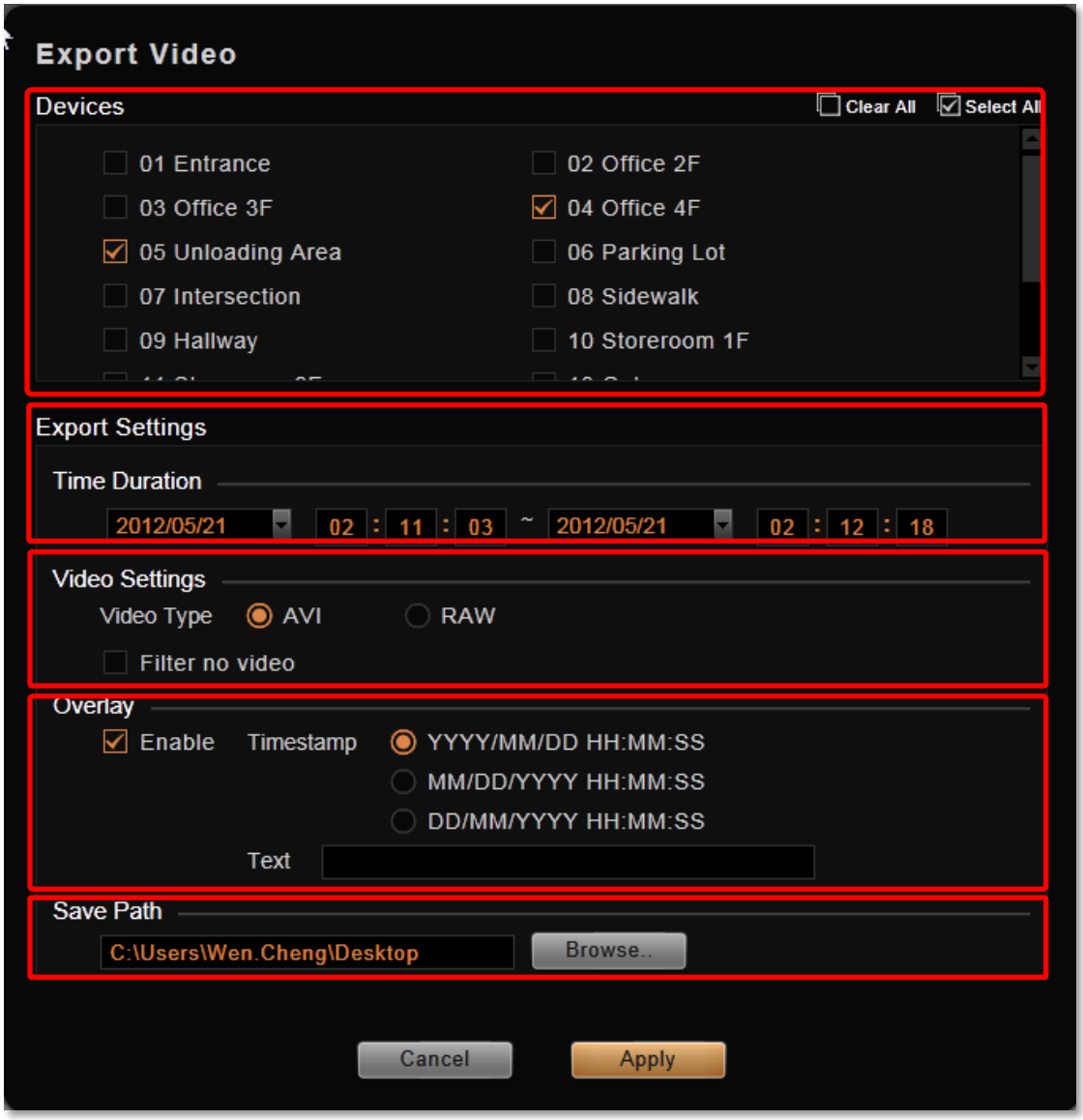


3. As both start point and end are set, you may right-click again the quick menu and find these two options are already gray out. Select "**Export Video**"

Depending on your scenario, you may first set the end point, then the start point.

Set the Export Video Settings

You may export video with or without defining the time duration beforehand since you can configure all the settings on **Export Setting** window. On **Control** panel, click to enter the window.



1. Select the devices. If more than one device are selected, you will get multiple recordings.
2. Set the time duration. The minimum duration is **10** seconds, maximum is **1 hour**. (For individual recording, **if the total size is over 2 GB, the file will be divided**).
3. Choose the video format, you may enable the "**Filter no video**" function to skip the video gaps.
4. Set the overlay text if needed. The maximum number of characters for Text is **40**.
5. This exported video can be saved to your current client computer. Please choose the location. By default, the files will be saved to Desktop.

6. Click "**Apply**" to start file converting and exporting. The export process window will appear. In the **Device** column displays the processed/ total number of video clips of that device. You may also observe the remaining processing time of each device's video files.

Export Video
Export Processing
Please wait while system processing.
Export Setting
Device
Progressing
Status
01 ACTI ACM851111111... (1/12) Success
02 ACTI ACM85 (2/12) Success
03 ACTI ACM85 (3/12) Success
04 ACTI ACM85 (4/12) No Data
05 ACTI ACM85 (5/12) Success
06 ACTI ACM85 (6/12) Fail
07 ACTI ACM85 (7/12) Remain time: 01:10:15 Converting
08 ACTI ACM85 (8/12) Waiting
09 ACTI ACM85 (9/12) Waiting
10 ACTI ACM85 (10/12) Waiting
11 ACTI ACM85 (11/12) Waiting
12 ACTI ACM85 (12/12) Waiting
Cancel
OK
Cancel
Apply

There are five types of process status: **success**, **converting**, **waiting**, **no data** and **fail**

It might happen that there is certain section in a recording that exists no video data; if the status shows "**Fail**", it may be that your disk drive does not have enough space for video files, please make some space and click again to re-execute this export task.